



**CITY OF ROSWELL
GENERAL SERVICES COMMITTEE AGENDA**

Wednesday, May 3, 2017 at 3:30 p.m.
City Hall Conference Room
425 N. Richardson Ave., Roswell, NM 88202

Committee Chair: Tabitha Denny
Committee Vice Chair: Natasha Mackey
Committee Members: Steve Henderson, Art Sandoval
Staff Coordinator: Elizabeth Stark-Rankins

A. Call to Order

B. Roll Call

C. Approval of the Agenda

D. Approval of Minutes

- | | |
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| 1. March 22, 2017 Meeting Minutes | 1-2 |
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E. Non-Action Items

- | | |
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| 1. PRO-Roswell Electrical Box Art Competition Selections | 3-15 |
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F. Action Items

- | | |
|---|-------|
| 1. Nancy Lopez Golf Course at Spring River RFP 17-002 Award | 16-18 |
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G. Public Participation

H. Adjourn (Next Meeting: May 24, 2017)

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council. The Council, acting as attendees to an informational presentation, will not be discussing public business and no action will be taken.

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed. Printed and posted: 4-26-17

**Regular Meeting of the General Services Committee
Held in the Conference Room at City Hall
March 22, 2017**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

B. ROLL CALL

The meeting convened at 3:08 p.m. with Chair Denny presiding; Councilors Mackey and Councilor Henderson present. Councilor Sandoval was absent.

Staff Present: Elizabeth Stark-Rankins, Tim Williams, Kevin Dillon, Laurie Jerge, Louis Najar, Juanita Jennings, Jetta Miles, and Aaron Holloman.

Guests Present: Larry Connolly, Councilor Savino Sanchez, and Jeff Tucker.

C. APPROVAL OF AGENDA and APPROVAL OF MINUTES

Councilor Henderson moved to approve the March 22, 2017 Regular General Services Committee meeting agenda as presented and the minutes from the January 25, 2017 Regular General Services Committee meeting. Councilor Mackey made a friendly amendment to remove the minutes from the January 25, 2017 Regular General Services Committee meeting and only approve the agenda as presented for now. The friendly amendment was accepted. Councilor Mackey was the second. A voice vote was 3-0 and the motion passed with Councilor Sandoval being absent.

D. APPROVAL OF MINUTES

Councilor Henderson moved to approve the General Services Committee meeting minutes from January 25, 2017. Councilor Denny was the second. A voice vote was 2-0 with Councilor Mackey abstaining; the motion passed with Councilor Sandoval being absent.

E. NON-ACTION ITEMS

1. Nancy Lopez Golf Course at Spring River RFP Update- Elizabeth Stark-Rankins discussed that the second round of the Nancy Lopez Golf Course at Spring River RFP for operations of the pro shop is still underway. There have been two (2) addendums posted on the website. The first one was to ensure the maintenance piece was removed from the RFP and the second one was the response to the questions. The review committee will proceed to evaluate and then we will interview as appropriate. The deadline for submissions is March 28, 2017. The next operations contract will begin October 1, 2017.

2. Draft Program Schedule for Roswell Recreation Center-Councilor Denny asked for an update on the Recreation Center programming. Elizabeth Stark-Rankins stated the draft is an initial plan drawn up by the Recreation Department's staff. The Recreation staff reached out to other communities, such as Santa Fe, Artesia, Las Vegas, NM, Phoenix, and several others to research the reference for the general scheme of this program. Staff will plan to hold public meetings and collect public comments with regard to the programming planned. Tim Williams would like to look at more alternatives such as

fitness at the Recreation Center. Louis Najar suggested more seating for indoor soccer games.

3. Ordinance for Definition of Roles for Governing Body and Senior Administration-

Councilor Mackey explained this stems from some personal things that have heard from other Councilors and from the Community for an outcry to make sure that our mayor does not continue over reach in areas that he should not have authority in especially of the daily operations here at City Hall; and due to having challenges with keeping a City Manager and/or Interim City Managers thought was to put something in place to define those rules. Also to include Interim City Manager rules and policies

Aaron Holloman, City Attorney, discussed possible punitive aspects referencing the situation, functions of statutes, City Government policies and functions within the types of different government.

The Councilor members present discussed their concerns of the proposed draft ordinance for the definition of roles for the Governing Body and senior administration, roles of the entire Governing Body, Charter Cities, recall of Council members and the Mayor, the difference between ordinances, resolutions and the Governing Body Rules of Order,

F. REGULAR ACTION ITEMS

None

G. PUBLIC PARTICIPATION

Larry Connolly discussed concerns of Roswell regarding a weak and/or strong Mayors and City Councilors.

Councilor Mackey asked if it is possible to open Cahoon Pool for the summer. Mr. Najar stated it is too late to prepare staff and advertising.

H. ADJOURNED

The meeting adjourned at 4:01p.m.

CITY OF ROSWELL
General Services Committee
City Hall Conference Room
425 N. Richardson, Roswell, NM 88202
Wednesday, May 3, 2017 at 3:30 p.m.

ACTION REQUESTED:	PRO-Roswell Electrical Box Art Competition Selections
BACKGROUND:	<p>A local art group, PRO-Roswell, approached the City to install art on electrical boxes in the City. This group is led by Miranda Howe. Miranda and the group conducted a local artist competition for the art to be installed on 8 electrical boxes in the City. 31 entries were received of which the attached selections were made from this process. There are 2 alternates in the event that any artist is unavailable to install a project.</p> <p>The art will appear on electrical boxes on Main St. spanning from Alameda to 5th and on 2nd from Washington to Virginia. The agreement requires City Manager approval before installation. The goal of this project is to bring more artwork into the public eye and enrich our Downtown area.</p>
FINANCIAL CONSIDERATION:	PRO-Roswell is responsible for the associated costs to install these art projects.
LEGAL REVIEW:	Agreement with the group was finalized in December 2016. This is completion of this agreement.
BOARD AND COMMITTEE ACTION:	Not applicable.
STAFF RECOMMENDATION:	Not applicable.

Electrical Box Design Template

Please note that the dimensions of the template do not accurately represents all utility boxes, therefore, the proposed design must be adjustable.

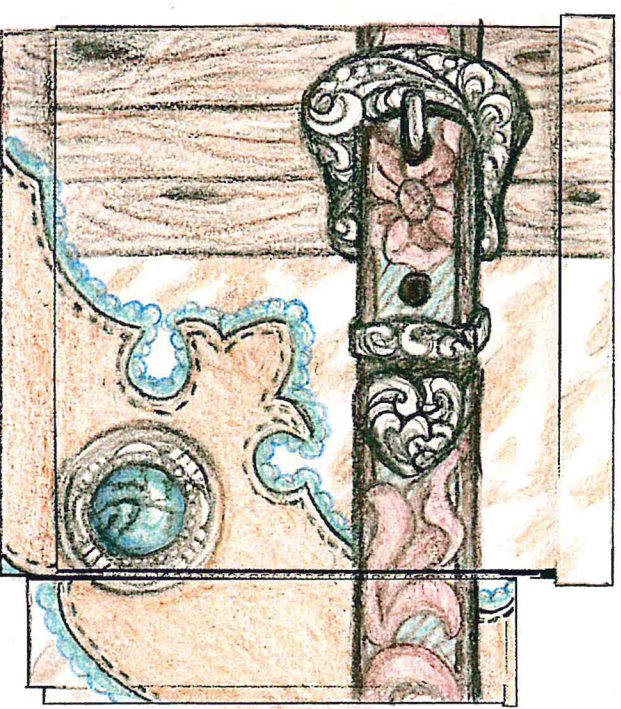
For more information, please contact:
 Miranda Howe at howe.miranda@gmail.com or
 Nancy Fleming at nancy@roswellamoca.org



side



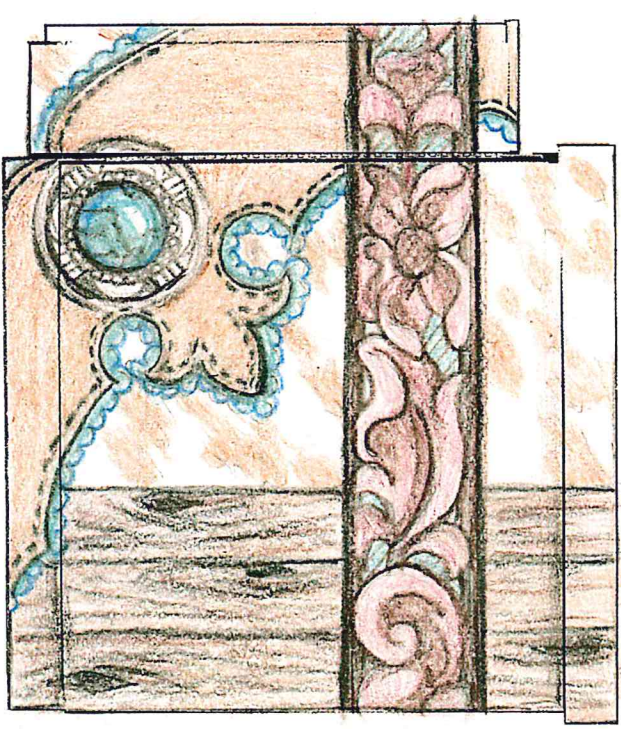
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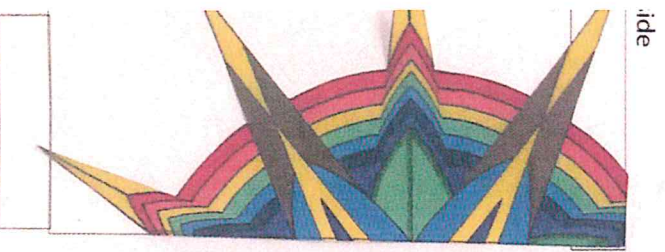
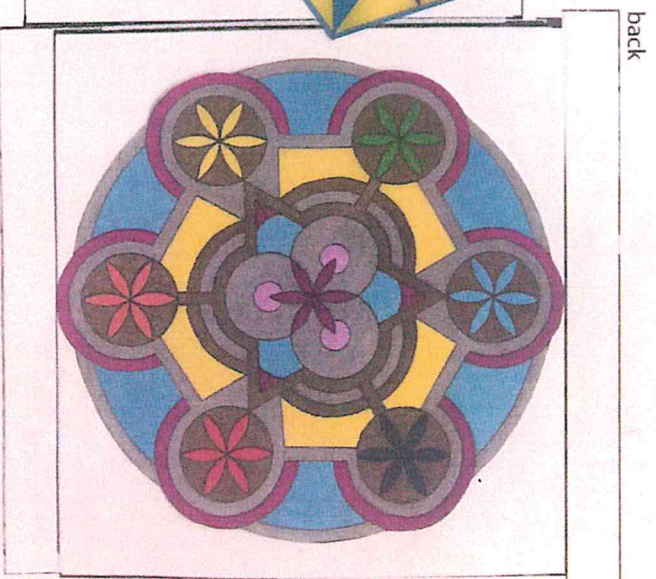
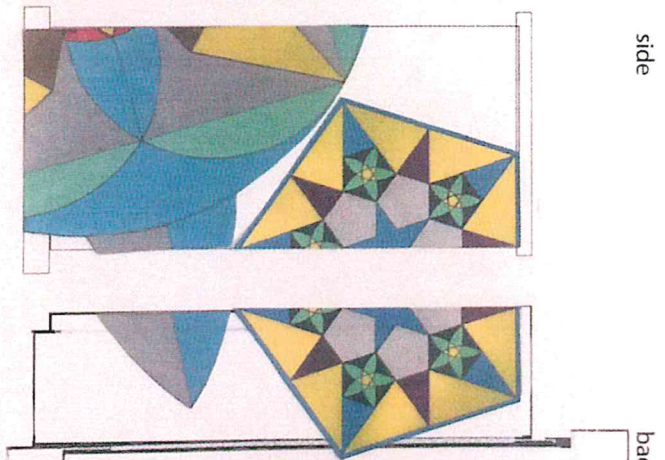


back



CONCEPT-

I call these designs Geomatrix's or living symbols. Each tells a story through geometry and are a representation of spiritual growth. The sun, the symbol of life and the light within us. Next to the sun symbol is a symbol of extraterrestrial travel with U.F.O.'s going in the four directions. The symbol on the far right is what I refer to as spiritual technology and acquiring energy by activating it.



Electrical Box Design Template

Please note that the dimensions of the template do not accurately represent all utility boxes, therefore, the proposed design must be adjustable.

For more information, please contact:
Miranda Howe at howe.miranda@gmail.com or
Nancy Fleming at nancy@roswellamoca.org



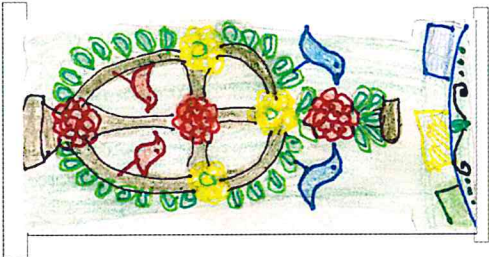
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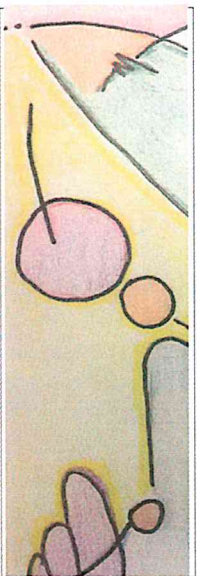


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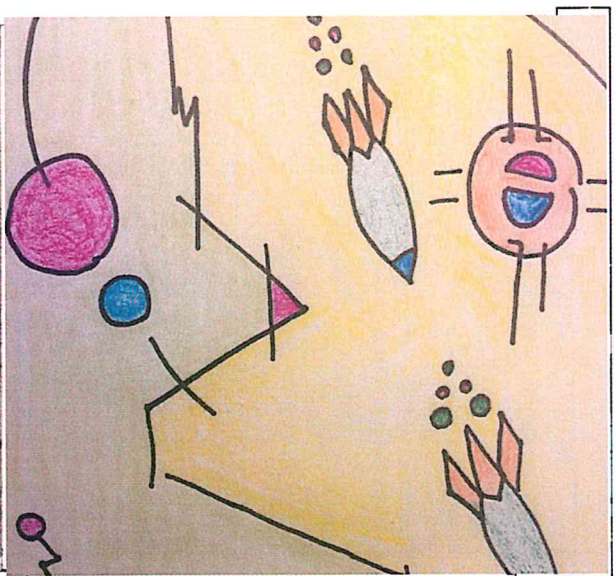


CONCEPT: Abstract Sci-Fi

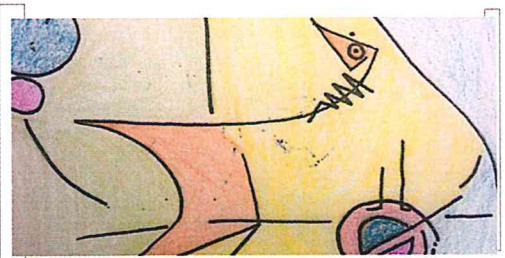
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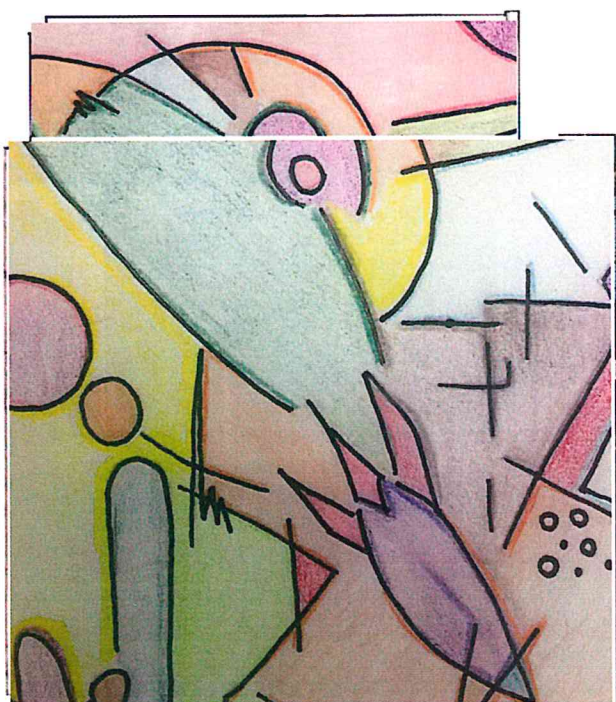
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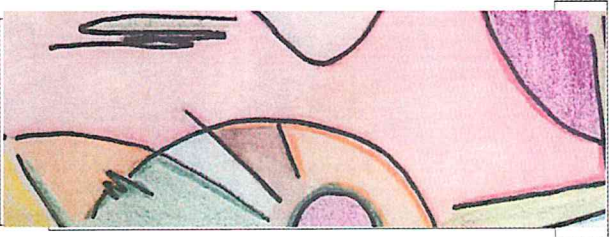
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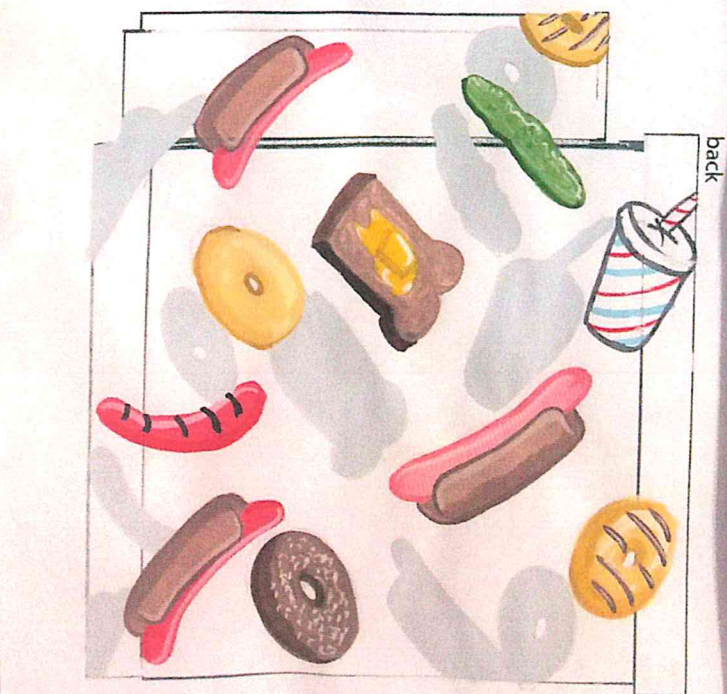
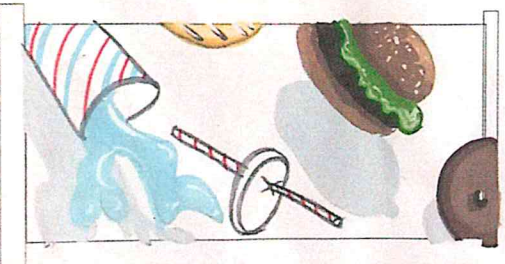
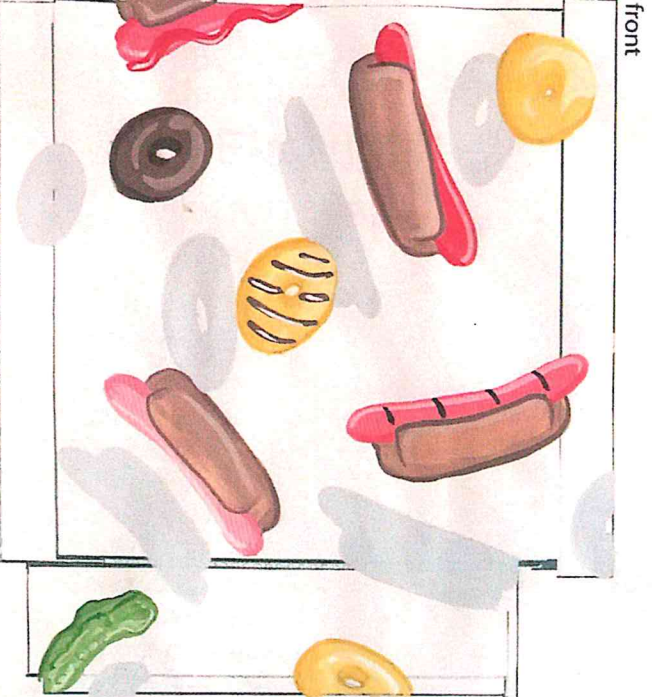
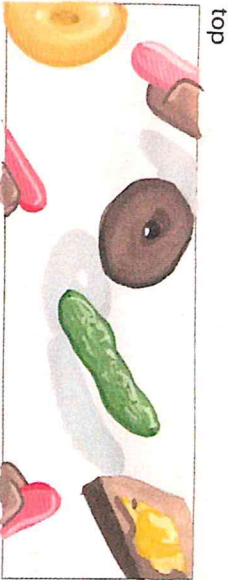


back



side





Description:

My proposal is very simple. I would like to paint images of food, floating in random orbit around the electrical box. Each item will cast a painted "shadow" and will appear to float or hover above the surface of the box. I have included some images of food paintings and a mural commissioned by the DeCordova Museum and Sculpture park in Lincoln, MA.

Thank you for your time and consideration.

Sincerely,

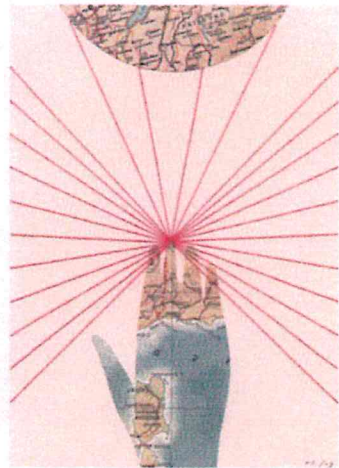
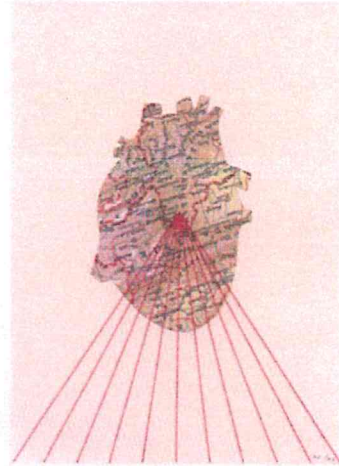
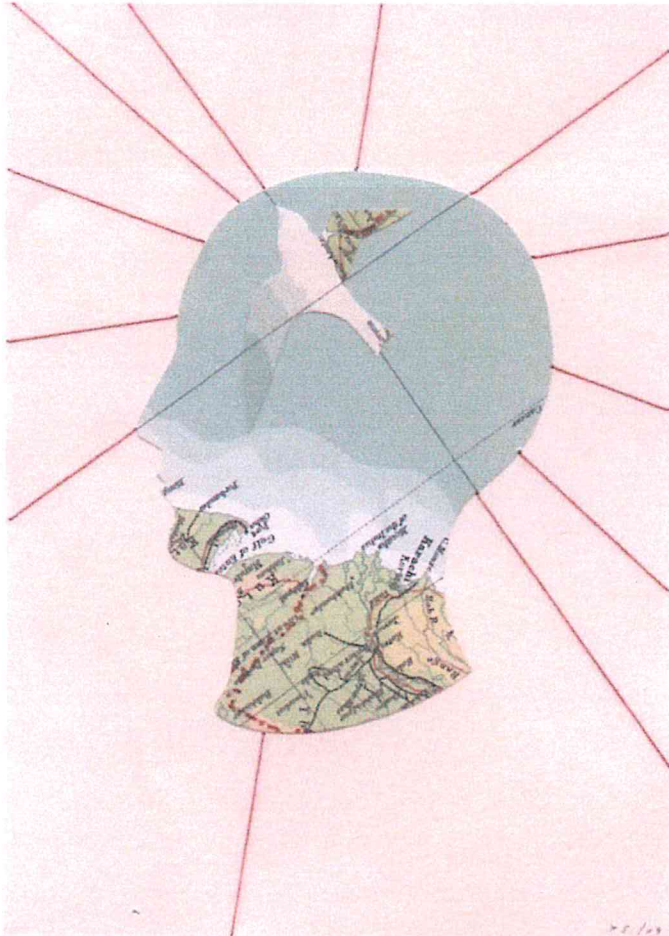
CONCEPT: Inspired by the lifetime of artwork created by Roswell artist, Bill Wiggins, original paintings from a variety of his series will be used as the foundation for a vibrant, modern and lively piece.



Electrical Box Project - Roswell, NM

Theme 2

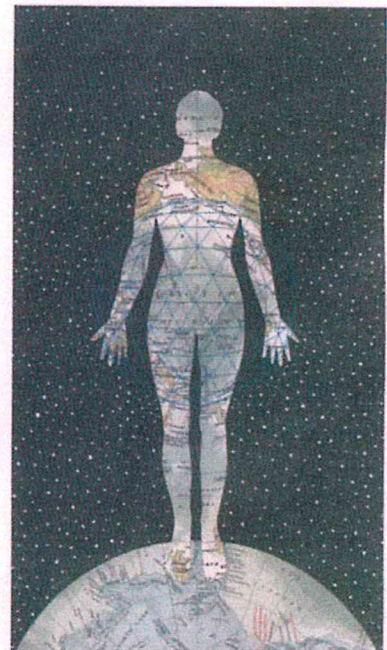
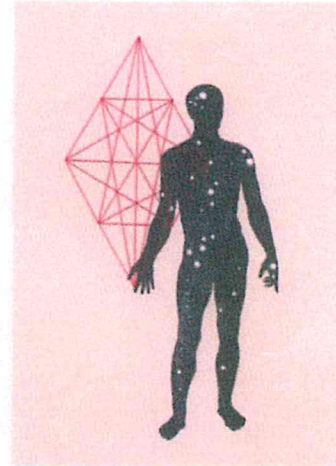
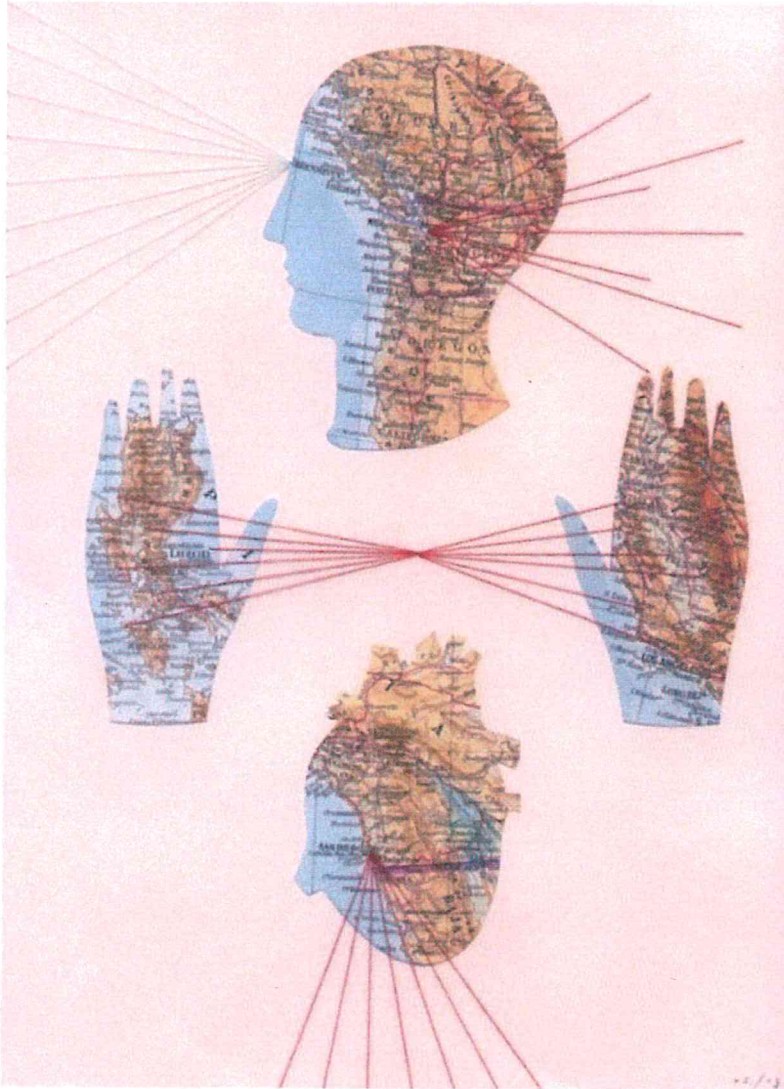
Examples of anatomical map works on paper. The interior "map" would be simplified and represent Roswell and or NM.

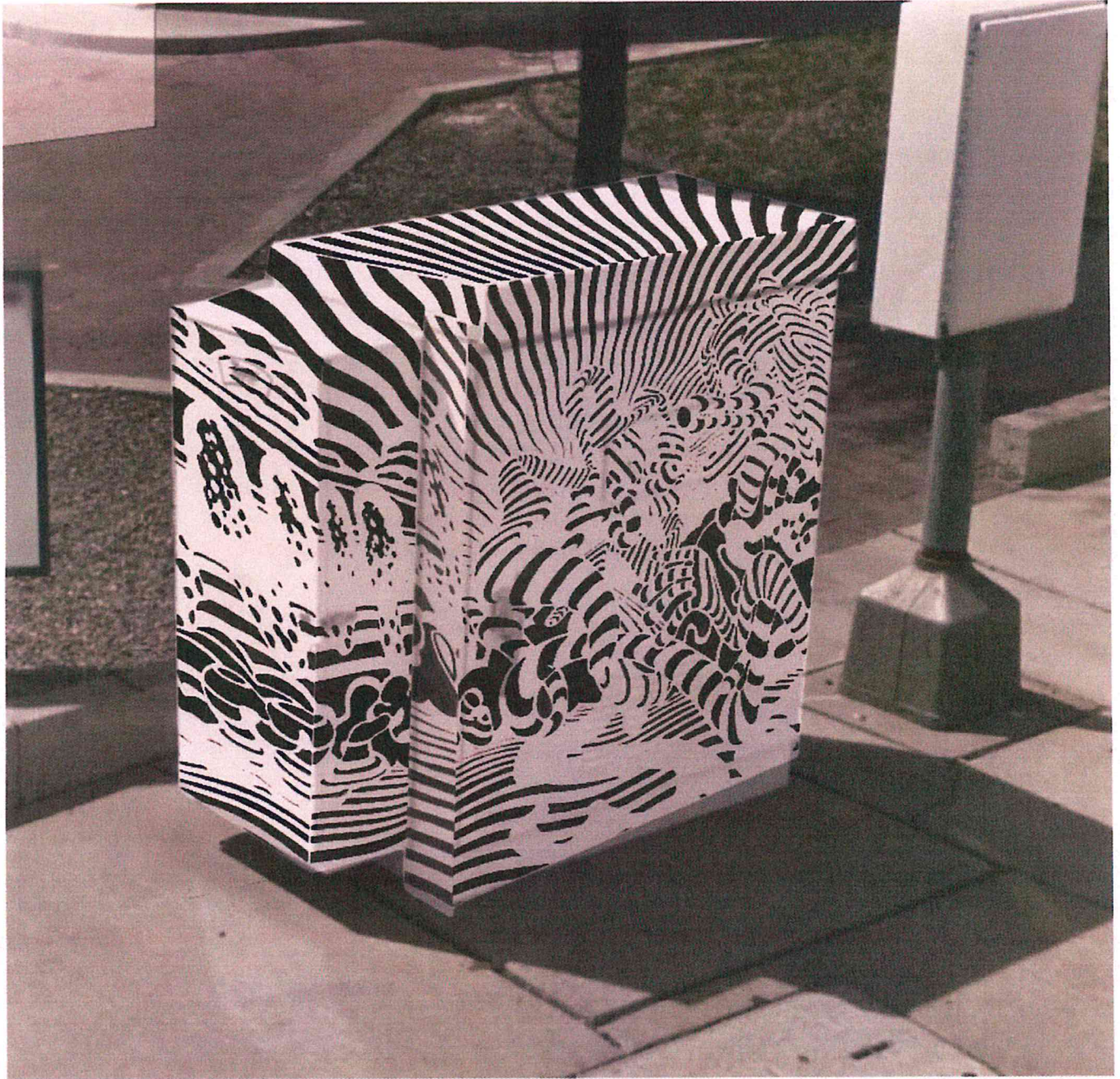


Electrical Box Project - Roswell, NM

Theme 2 (cont.)

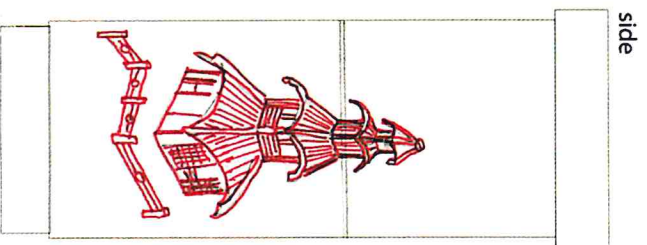
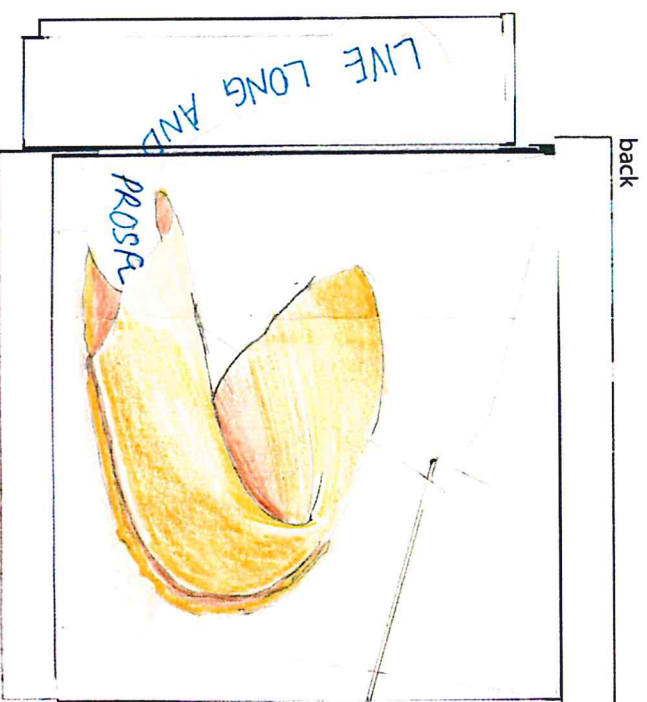
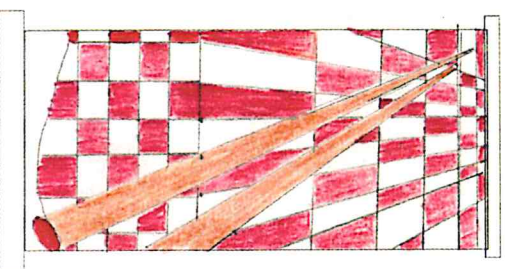
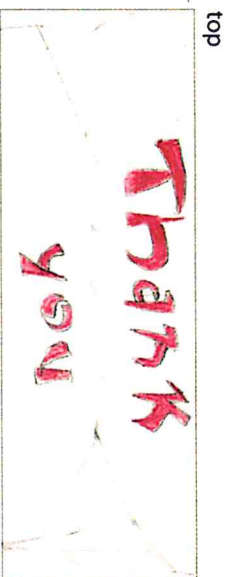
Examples of anatomical map works on paper. The interior "map" would be simplified and represent Roswell and or NM.





Electrical Box Design Template

CONCEPT-
Iconic food that is as American as it is Chinese.

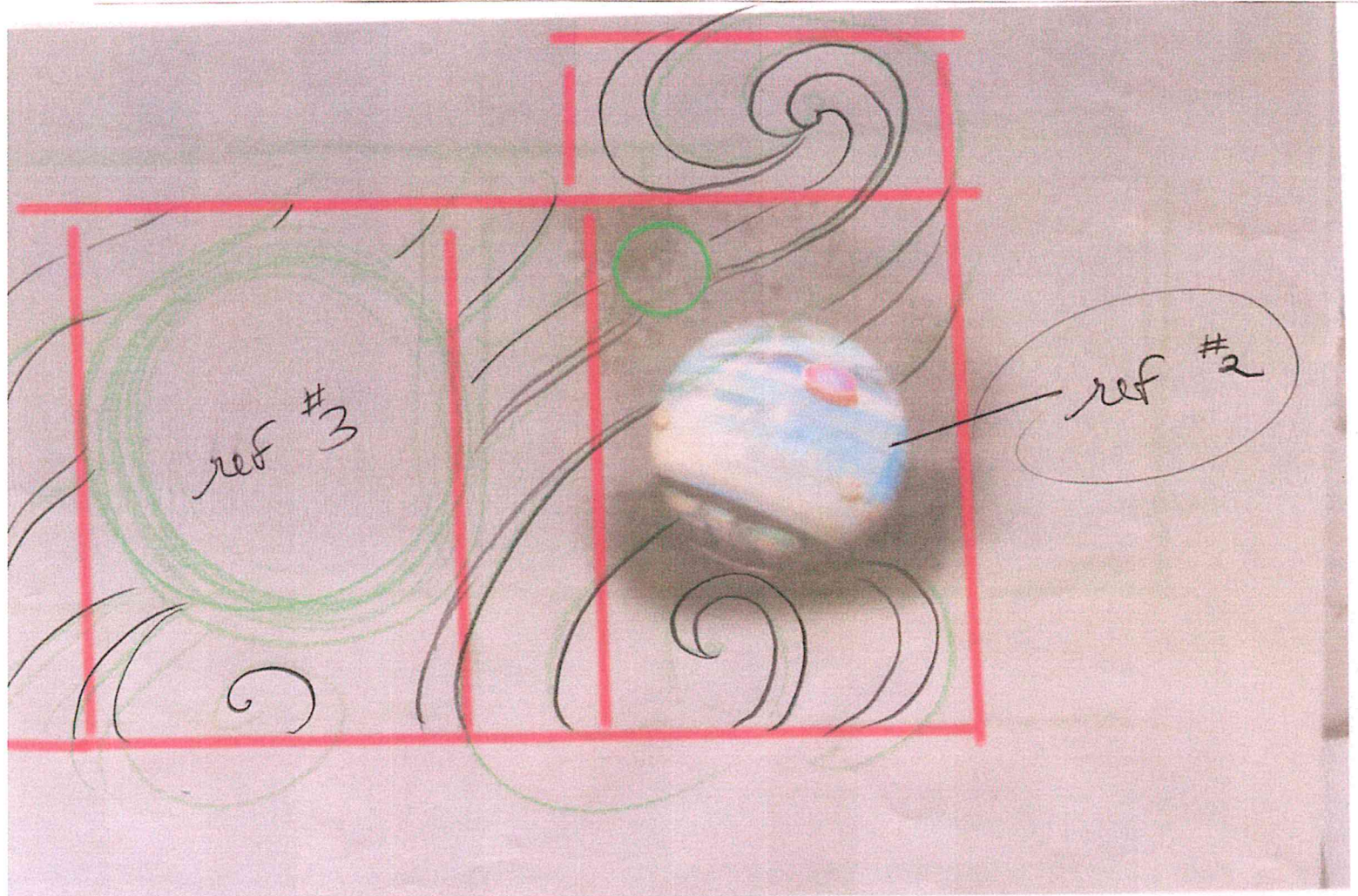


ALTERNATE

CONCEPT-

"Alien Planets" suspended in space/wind/motion.

Reference of planets are glass marbles "Alien Planet" made by 2RavensGlass of Roswell, NM.



ref #2



ref #3



CITY OF ROSWELL
General Services Committee
City Hall Conference Room
425 N. Richardson, Roswell, NM 88202
Wednesday, May 3, 2017 at 3:30 p.m.

ACTION REQUESTED: Nancy Lopez Golf Course at Spring River RFP 17-002 Award

BACKGROUND: The second round of the Nancy Lopez Golf Course at Spring River RFP for operations of the pro shop has completed the committee review process. The review committee evaluated the submissions based on several criteria including:

1. Qualifications of Firm: Qualifications of the firm and team managing daily operations.
2. Firm/Project Team Experience in Performing Similar Golf Management Services: Related project experience of the firm, sub-consultants and the individuals who would be assigned to this project. A minimum experience of managing one golf course, preferably of comparable size is required.
3. Management and Organizational Approach: Criteria includes use of organizational team, service and maintenance standards, examples of established short- and long-term goals and strategies, use of successful business models as well as other resources and methodologies commonly used by the firm for best practices and overall management success.
4. Demonstrated Ability to Provide Innovative, Unique and Financially Successful Golf Course Services, Operations and Facilities: Includes documentation and examples of ability to creatively plan, organize, market and execute programs and services for maximum financial success while providing outstanding hospitality and customer service programs.
5. Professional References: Criteria includes demonstrated success of golf course management including pro shop, programs, classes, driving range, asset management plans, hospitality, financial reporting and adherence requirements as well as the ability to fulfill provisions within the contract.
6. Management Fee: Management fee proposed by each submitter.
7. Interview: Scoring for the interview was based on responses to the questions presented at the pre-interview meeting.

All submitters were ranked and the ranking tabulations are included in this packet. Based on the rankings, Kemper Sports was selected by the review committee for approval by the City Council. This approval will allow City staff to begin contract negotiations with the selected firm. The next operations contract will begin October 1 to ensure minimal disruption to the high season at the facility.

**FINANCIAL
CONSIDERATION:**

This will depend on the contract negotiations, but the goal of the agreement will be to improve revenue as well as offerings at the facility to minimize the subsidy to the facility while improving the services.

LEGAL REVIEW:

Any contract will have to be reviewed and approved by the City Attorney.

**BOARD AND
COMMITTEE ACTION:**

Consider approval of the recommended firm for the Nancy Lopez Golf Course at Spring River RFP 17-002 award.

**STAFF
RECOMMENDATION:**

Approve and send to City Council the recommended firm for the Nancy Lopez Golf Course at Spring River RFP 17-002 award.

SCORING FOR:

RFP-17-002 (Re-post of RFP-16-010)

NANCY LOPEZ GOLF COURSE AT SPRING RIVER PARK OPERATIONS MANAGEMENT

	<u>KEMPER SPORTS</u>		<u>HCB ENTERPRISES</u>		<u>MILESTONE MANAGEMENT GROUP</u>	
	<u>Points</u>	<u>Rank</u>	<u>Points</u>	<u>Rank</u>	<u>Points</u>	<u>Rank</u>
Reviewer #1	145	3	107	2	95	1
Reviewer #2	100	2	100	2	55	1
Reviewer #3	148	3	138	1	144	2
Reviewer #4	150	3	93	1	115	2
Reviewer #5	100	2	123	3	87	1
TOTAL	643	13	561	9	496	7
AVG.	128.6	2.6	112.2	1.8	99.2	1.4